



C.V

Personal Information: Osman Mohamed Kheir Osman

Gender: Male

Nationality: Sudanese

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Education: Three years diploma in information technology from
College for technological sciences (C T S)

.Experience:

Company Name:-

GSK Advanced

.Department:

Logistic - Warehouse Department

From: September 2019 up to date

Responsibilities:-

Supervising Warehouse staff and daily activities. Managing, evaluating and reporting on Warehouse productivity. Tracking and coordinating the receipt, storage, and timely delivery of goods and materials. Ordering supplies and maintaining suitable inventory levels.

Company Name:-

M B for lubricants

.Department:

Sales Department

From: January 2019 to July 2019

Responsibilities:-

Establish relationships with each current and potential customer by using various sales techniques prepare and present sales proposals to each current and prospective customers prepare various internal reports daily, weekly and monthly about sales, collect the customers orders and send it to company and supervise delivery of customers orders and collect the customers payments.

Company Name:-

DAL Group – Sudanese Tractor company **SUTRAC**.

.Department:

Logistic Department

From: September 2018 to: January 2019

Responsibilities:-

Receiving all types of heavy equipment and heavy machinery (excavators, bulldozers, loaders in addition to different agricultural machines, tractors, reapers and different energy systems) report on the quality and quantity of received machines, Ensure good warehousing practices, supervise off-loading and loading of received equipments, make presentations to customers and explain to them the Specifications of the company equipments, Dispatch sold equipments according to documents, Report daily, weekly and monthly about stock.

Company Name:-

DAL Group - SAYGA Investment Company.

.Department:

Logistic-Warehouse Department

From: November 2012 to: April 2016

Responsibilities:-

Receiving all raw and finish goods, report on the quality and quantity of received goods, Ensure good warehousing practices, supervise off-loading and loading of goods, Implement good practice of stacking and raking system, Dispatch finished goods according to documents, Report daily, weekly and monthly about stock, follow up trucks of local shunting, Follow movement of Pallets and supervise warehouse staff (Porters, Cleaners, Fork-lift drivers and truck drivers).

Company Name:-

PETRONAS MARKETING SUDAN LTD.

Department:

Department of Aviation Operations

From: November 2009 to: October 2011

Responsibilities:-

Coordinate and Control the Depot and into plane Aviation Operations (Refueling operations), Monitor inventories and product volume variation, monitor the Quality control tests (daily-weekly-monthly), monitor the Depot preventive maintenance Operations (daily-weekly-monthly),supervise the Performance of the shift's manpower, Supervise fuel cash sales.

Company Name:-

PETRONAS MARKETING SUDAN LTD.

Department:

Department of financial accounts

POSITION:-

From: November 2008 to: October 2009

Responsibilities:-

Responsible for stock monitoring, products movements, (Receipt - Shipments) and preparing reports by using (ACCPAC) system and Microsoft office programs, was a member of (EL FASHIR Super camp – EL GENINA Super camp) installation team Responsible for providing the (IT) support to the UNAMID Project team.

Company Name:-

YASLEM COMPANY FOR TECHNOLOGY

From: May 2004 to: September 2005

Other Certificates:

Certificate of attendance course in (Managing stores and warehouses according to international quality standards) from GOLDEN SEASONS for training &consultation

Certificate in Aviation Operations / HSE & Maintenance from PETRONAS Aviation

Certificate of attendance (PERMIT TO WORK) course from Institute technology petroleum PETRONAS (INSTEP)

Training course in (CONFINED SPACE ENTRY)

Course of the principles of first Aid in the Community from Sudanese Red Crescent society

Training course in basic principles of fire extinguishers and fire fighting
From Department of Civil Defense.

Training Course:

1/Company Name:-

Sudanese French bank

From: September 2007 to: October 2007

Department:

(I.T) Department

2/Company Name:-

PETRONAS MARKETING SUDAN LTD.

From: April 2008 to: May 2008

Department:

Inventory control

3/Company Name:-

PETRONAS MARKETING SUDAN LTD.

From: May 2008 to: August 2008

Department:

Aviation Operations

Language:

Language name: ENGLISH

Write

Good

Read

Good

Speak

Good

Language name: ARABIC

Write

Good

Read

Good

Speak

Good

National Services: Complete.

Driving license: Valid.